

**Tennessee Department of Health
Director of Viral Hepatitis
(Public Health Program Director 3)
Nashville, Tennessee**

This position serves as the Director of the Viral Hepatitis Program. The Director develops and manages statewide programs directed at reducing the public health burden and consequences of viral hepatitis, including programs and services related to viral hepatitis surveillance, prevention, testing, access to treatment, and outbreak planning and response.

Job responsibilities include:

- Develop and manage viral hepatitis prevention strategies and program activities among statewide community and health department partners across the continuum of care.
- Manage all operational, technical, administrative, contract and grants management, reporting, and programmatic activities associated with viral hepatitis funding;
- Develop and implement plans to evaluate operational and service effectiveness and prioritize actions across assigned program and operational areas;
- Oversee resource acquisition and utilization and recommends approval of new or changes to existing programs and services;
- Work closely with regional health directors, regional health officers, and communicable disease control directors across the state to provide programmatic expertise across the spectrum of viral hepatitis program activities;
- Work closely with other governmental agencies, academic and community partners, and service providers statewide to promote program development, integration, continuity, and efficiency;
- Prepare grant applications, budgets, and programmatic plans;
- Supervise, train, and manage staff;
- Review legislative and regulatory changes and implements necessary changes; and
- Serve as the program spokesperson, liaison and technical resource.

Desired Qualifications:

- MPH with 10 or more years increasing responsibility in public health program work and 5 or more years of full-time supervisory work (preference will be given to individuals with experience in the field of viral hepatitis);
- Ability to manage complex programs, multi-million dollar budgets, and contract and procurement activities;
- Ability to prepare programmatic plans, supervise and train staff, negotiate and achieve consensus on controversial issues, work effectively with diverse groups (e.g. governmental agencies and officials, professional organizations, and the public), serve as spokesperson and make presentations, and use professional judgment and discretion to make sound managerial decisions; and
- Strong oral and written communication, team building, program management and evaluation, decision making, leadership and computer skills.

Salary will be based on education and experience with a minimum starting rate of \$4,284 per month.

This is an executive service position requiring some travel, a valid driver's license and the availability to respond to emergencies. Candidates must be eligible to work in the U.S. A complete resume, including all previous employment, salary history, and education must be submitted by January 31, 2016 to the attention of: Donna Teasley at Donna.Teasley@tn.gov. Please include the job title in the subject line. If you have questions, they should be directed to the email address above.

The Tennessee Department of Health is an equal opportunity, equal access, affirmative action employer.